

EPA Office of Compliance Sector Notebook Project



One-Year Progress Report October 1995 - September 1996

45,000 Distributed

Electronics and Computers
Wood furniture and Fixtures
Iron and Steel
Fabricated Metal Products
Motor Vehicle Assembly
Organic Chemicals
Petroleum Refining
Transportation Equip't Cleaning
Stone, Clay, Glass, Concrete

Dry Cleaning
Inorganic Chemicals
Lumber and Wood Products
Rubber and Plastics
Nonferrous Metals
Non-fuel, Non-Metal Mining
Metal Mining
Printing
Pulp and Paper

Table of Contents

Part I Status Update, Distribution and Next Steps

Part II Sector Notebook Uses and Comments Received

1. Inspectors
2. EPA Regions
3. EPA Program Offices and Programs
4. Federal Agencies
5. State/Local Governments and Service Providers
6. Academic/Educational
7. International Organizations
8. Foreign Governments
9. Regulated Facilities
10. Consultants, Research Groups and Legal Profession
11. Community and Environmental Organizations

This document may be periodically revised. If you have comments on this document, or would like to provide feedback on the Sector Notebook Project, please e-mail your comments to Seth Heminway (Heminway.Seth@epamail.epa.gov), or fax to 202-564-0050.

Printing date: December 10, 1996

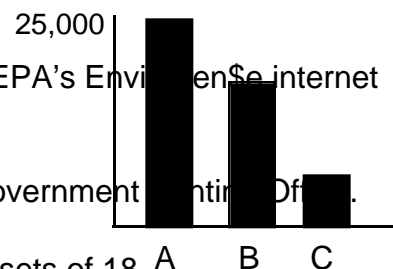
Part I. Status Update, Distribution and Next Steps

Background

- A profile of each of the eighteen industries listed on the cover was released by EPA in October, 1995 under the EPA Sector Notebook Project.
- Each Notebook contains: a national industry summary, industrial process descriptions, a waste release profile, a discussion of pollution prevention opportunities, a summary of statutes and regulations, a compliance and enforcement profile, a list of compliance activities, and a contact directory.

Summary of Demand and Distribution

- During the first year of availability, over **45,000 copies were distributed**.
 - A. More than 25,000 copies were requested and distributed by EPA to Federal, state and local government offices.
 - B. More than 14,000 copies were downloaded from EPA's Environment internet site (<http://es.inel.gov>).
 - C. More than 5,000 copies have been sold by the Government Printing Office.
- Over 100 countries have requested and received sets of 18.



Next Steps

- EPA is in the process of adding several new notebooks for release in 1997.

Notebooks under development for 1997

Power Generation	Textiles
Transportation	Foundries
Pharmaceuticals	Federal Facilities
Shipbuilding	Plastics and Synthetic Resins

- EPA anticipates releasing the eight new notebooks and a data update for all notebooks in mid-1997. To receive information on participating in the review process, or to get more information, contact Seth Heminway at 202-564-7017.

Part II. Sector Notebook Uses and Comments Received

The following information was compiled from conversations and printed information communicated to EPA regarding the Sector Notebook Project.

1. Inspectors

- The Notebooks are used in inspector training courses that cover process-based, multimedia approaches. This promotes more and better multimedia inspections.
- Books used to learn about industries and applicable regulations before inspections.
- The Notebooks can indicate potential gaps in pollutant release reporting.
- Books used at contaminated sites to identify probable pollutants to test for.
- Superfund using books to establish correlation between contamination and PRPs.
- Notebooks requested & provided to all OECA Criminal Investigation Div. field units.

“The background and pollution prevention sections provide good information. Inspectors who got them thought they were great to have some idea of processes, materials used and pollution outputs, before going to inspect a facility.”

- EPA Region I commenter

“Our office uses them for multimedia inspections.”

- EPA Region V commenter

“We fund a lot of wastewater treatment plants. You can use the notebooks as reference material and know what to look for and what recommendations and suggestions there are for treatment.”

- Ohio EPA commenter

“I use them to familiarize myself with an industry before doing an inspection, and I also use the P2 section to make recommendations to businesses I inspect.

- City of Tuscon Hazardous Materials Inspector

2. EPA Regions

- Many regions are using Notebooks to train staff, and to provide compliance services.
- Due to frequent use and applicability, several EPA regions have requested the development of additional Notebooks.

“You are to be commended for the excellent series of reference books that profiles various industries regulated by the Agency. I wish you would come out with more notebooks.”

- EPA Region II - Assistant Regional Counsel

The Sector Notebooks “are a wonderful addition to our regional library. We find them a useful source of information for many of the requests we receive. EPA staff, environmental engineers, attorneys, and the general public are among those benefiting from them. We are particularly appreciative of the clear and concise instructions regarding document availability... and look forward to any future Notebooks that can be compiled.”

- EPA Region 9 Librarian

3. EPA Program Offices and Programs

- Notebooks introduced a new methodology for organizing compliance rate information. Methodology is now used in evaluating national priorities.
- Notebooks used by Office of Regulatory Enforcement as a key resource for corporate profiling efforts.
- Common Sense Initiative groups, and other EPA voluntary and pollution prevention programs have used the notebooks extensively as an information base.
- Notebooks assist EPA program office in developing multimedia expertise.

“They are one of the more comprehensive sources on industries that are of concern to us. We distribute the notebooks to small businesses and state small business offices. The notebooks have also helped my office move toward more multimedia assistance rather than just air.”

- EPA Office of Air - Small Business/Tech Ass't Program

“As the economy and environmental protection becomes more and more global, it becomes necessary to clearly explain US requirements to other countries. The OECA Sector Notebooks have been invaluable to me in my cooperative efforts with the Environment Program of the Organization for Economic Cooperation and Development (OECD).”

- EPA Office of Solid Waste commenter

4. Federal Agencies

- The Department of Justice has distributed notebooks to litigators in all environmental divisions to bring legal experts up to speed on industrial process issues. Notebooks are also used to establish probable cause that particular chemicals were in fact produced by violating facilities.
- Sector Notebooks have been used and cited by the Department of Energy in several reports.

“They provide good background information. Our Agency uses them as a resource in putting together our US Industry and Trade Outlook publication.”

- US Department of Commerce commenter

“We give them to our field engineers who normally do not have an environmental or pollution prevention background. The notebooks help them identify opportunities for minimizing wastes generated, and identifying wastes that may have value for recycling in another industry.”

- National Institute of Standards and Technology

5. State/Local Governments and Service Providers

- States received five complete sets. Many requested and were sent additional copies.
- Many states are distributing Notebooks through their own Home Pages (e.g., Michigan, Georgia, Pennsylvania) or have photocopied them for distribution.
- Notebooks are used as educational materials in compliance training seminars held for small businesses (New York State).
- State Small Business Assistance Programs & State Technical Assistance Programs have been active in publicizing the notebooks to their clients, and provide internet services to allow users downloading capabilities.
- Wastewater treatment plants use Notebooks to help identify sources of unpermitted releases, and to better inform inspections of industrial users.
- Each State Attorney General office was sent a full set. Used during case research, preparation, and as exhibits during case findings.

“Our state contacts like them because they give a more holistic understanding of what occurs.”

- EPA Region 3 commenter

“It helps to have an industry overview since we don’t really have specialization in one field or another.”

- comment from State of Illinois researcher

“I found them exceptionally useful. Just this week, I had someone say that he wanted information on lumber and wood products. I looked at the notebook and right there was the compound I needed. I used the EPA contact listed for that notebook, and he was most helpful and referred me to an expert in my area who had hands-on experience and was willing to talk and help me out.”

- comment from Minnesota Pollution Control Agency

5. State/Local Governments and Service Providers (Continued)

“Some we use in writing permits or permit review. They help us get a better understanding of the industry. You need to write more of them, for instance, coal mining.”

- comment from Tennessee Dept of Env. & Conservation

“We find the industry descriptions extremely useful. They are worthwhile documents.”

- comment from Michigan DEQ Surface Water Division

“I work in a multimedia program, but came from a water background. The Notebooks helped to familiarize me with the multimedia issues and get up to speed before providing assistance to small businesses.”

- comment from Ohio Small Business Assistance Office

“I use them for reference for research on some industries. I work with industries and need know what they are putting down the sewer.”

- comment from a city industrial pretreatment supervisor

6. Academic/Educational

- Sector Notebooks are being used to teach environmental courses at several universities (e.g., Yale, Drexel).
- University-based technical assistance providers use notebooks in P2 activities.

“We refer callers looking for environmental assistance to the Sector Notebooks, and before visiting facilities to do walk-throughs, the Notebooks provide good background information.”

- North Carolina State University commenter

“First let me say that the Notebooks are outstanding -- first rate. You need to get the word out about the value of this product. We use the Notebooks in a course on industrial ecology to teach students about the environmental impacts of generic industrial processes.”

- professor at Yale University School of Forestry & Env. Studies

“I do econometric analyses and look at the effects of regulations and technologies on production and where industry locates. The notebooks give me a real world feel for the environmental issues and technology choices that industries face.

- professor at Clark University

7. International Organizations

- Several United Nations organizations are using the Notebooks to develop TRI-type programs (e.g., Mexico).
- World Bank - tool to establish baseline environmental protection standards in developing countries as a condition for project funding for new facilities.
- North American Permanent Working Group on Environmental Enforcement and Compliance This group has proposed using the Notebooks as a baseline for common sector-based environmental standards in the U.S., Mexico and Canada.
- OECD circulated copies at their 1996 meeting in Paris which focused on 4 sectors.

"I especially enjoyed reading the iron and steel notebook. It was very comprehensive and the descriptions of the main technical processes were useful. The Notebooks were very instructive regarding the relationship between regulatory requirements and industry technologies."

- OECD Environment Directorate (France)

8. Foreign Governments

- Copies have been requested by and sent to over 100 countries.
- Many developing countries using for permitting and siting issues.
- Some countries using for baseline program and regulatory development.
- Bosnia is using the Notebooks in rebuilding its industrial base.

“It’s among the best sources of information in the world. It’s good the United States is doing this. I use the notebook frequently as a reference document. It is very thorough.”

- Environment Canada - Renewable Resources Div.

“I distributed them to Mexican government officials at two different border conferences that aimed to promote cooperation in enforcement and compliance assurance. Some of the Mexican regional enforcement officials were very interested and wanted additional copies.”

- EPA compliance official

9. Regulated Facilities

- Industrial trade associations and individual companies actively assisted during the development process, and have promoted the books to their members. Facilities have hosted facility visits for Notebook writers, and have provided a high degree of technical review.
- EPA estimates that over 10,000 facilities have obtained copies of the Sector Notebooks. Industrial process, regulatory requirements, and pollution prevention sections have been cited as helpful.
- Some industries not included in the first set of 18 have approached EPA about developing Sector Notebooks for their industries.

"I used the notebooks to see what the agency's interpretation of how we do business was."

- Mining company Director of Environmental Services

"I read through the printing notebook twice. I find it to be a good all around reference and a good background document. It gave me some good ideas on how to improve operations."

- Printing industry commenter

"I thought they were very up-to-date. There were a lot of things we already knew in terms of production, but it did give good information on different types of pollution reporting like TRI."

- Iron and Steel Industry representative

"I used the books mostly as reference for rules and to make comparisons."

- Representative of a timber products company

10. Consultants, Research groups and Legal Profession

- Used as a general primer and for case preparation.
- Consulting firms are using the information to assess opportunities for environmental improvement within many of the sectors.
- EPA has been approached by private companies that are interested in repackaging the notebooks for CD-Rom and other products.

"We rate companies in a particular industry on all kinds of performance -- right now, environmental performance. We use the notebooks to look at the big issues for an industry -- pollution prevention methods, what companies should be doing, who the biggest polluters are... They are good overview for sorting things out.

- Council on Economic Priorities commenter

"We use the notebooks for two reasons. For technological changes, identifying cost-saving changes in different industries. The second purpose we use them for is to identify pollution problems by industry."

- Environmental Law Institute commenter

"My company does regulatory compliance audits, ... and we use the notebooks as background when we are unfamiliar with particular industries. I really liked the process descriptions and chemical release information. I think the project is wonderful."

- Environmental Consultant